

NATIONAL MARINE FISHERIES SERVICE POLICY DIRECTIVE 34-102
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Facilities and Equipment

RADIO FREQUENCY MANAGEMENT

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Certified by: Certified by (G. Reisner)

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SUMMARY OF REVISIONS: Added a NMFS policy on Radio Frequency Management

1. Introduction. Within the jurisdiction of the United States Government, use of the radio frequency spectrum for radio transmissions for telecommunications or for other purposes shall be made by United States Government stations only as authorized by the Assistant Secretary of Commerce. This federal process replaces the Federal Communications Commission (FCC) licensing process. Accordingly, all National Oceanic and Atmospheric Administration (NOAA) National Marine Fisheries Service (NMFS) operations transmitting signals on radio frequency will be authorized by the National Telecommunications and Information Administration (NTIA) through the process established by the procedural directives of this policy. Exceptions to this policy are for equipment transmitting at frequencies above 3000 GHz and for non-licensed devices conforming to Part 15 of the FCC Rules and Regulations (47 CFR 15). Stations established for reception only may choose not to obtain a frequency authorization but shall have no recourse in the event of interference from other stations authorized at a later date.

2. Objective. Authorization and documentation of radio frequency usage by NMFS serves multiple purposes. This policy ensures that radio spectrum usage is authorized, legal, operated in accordance with established frequency allocation plans, and documented in the Government Master File (GMF). It also ensures that authorized transmitting (or receiving) stations, properly documented, will have priority usage of the authorized frequency(ies). Other stations may not cause interference.

3. Authorities and Responsibilities. This directive establishes the following authorities and responsibilities:

3.1 The NMFS Radio Frequency Coordinator will be established and identified, and is responsible for:

a. acting as liaison to the NOAA Office of Radio Frequency Management (ORFM) on behalf of all NMFS entities. ORFM coordinates with NTIA and NTIA coordinates with FCC.

b. entering data into and maintaining the NMFS records in the GMF database, including initial authorization proposal record entry, approval, and the 5-year review process;

c. serving as the primary point of contact for all NMFS inquiries and requests for

new frequency authorizations.

3.2 Radio Frequency Assignment Field Contacts will be established and identified for each Regional Office and Science Center and are responsible for:

- a. serving as the point of contact for their Regional Office or Science Center;
- b. notifying the NMFS Radio Frequency Coordinator of new station requirements;
- c. assisting the NMFS Radio Frequency Coordinator in initial authorization requests by providing all requested data;
- d. ensuring that all usage within their Regional Office or Science Center is authorized in conformance with this policy;
- e. assisting in the 5-year review process.

4. Measuring Effectiveness. The effectiveness of this policy will be measured by the following criteria:

- 4.1 All radio frequency usage by NMFS is accurately documented in the GMF database;
- 4.2 All radio assignments in the GMC have had a 5-year review on or before their 5-year anniversary date since the last review.

5. References. The Department of Commerce *Manual of Regulations and Procedures for Federal Radio Frequency Management* is available online at:

<http://www.ntia.doc.gov/osmhome/redbook/redbook.html>. Chapter 9 of the manual serves as an important reference in carrying out the required procedures of this directive.

William T. Hogarth

Date